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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Management Staff

DATE: 28 MAR 1955

FROM : Director of Logistics


SUBJECT: Request for Organizational Study

1. A review of accomplishments and workload of the Procurement Division has indicated a need for a substantial increase in manpower in the Division.

2. It is requested that your Office initiate a management survey of the Procurement Division as soon as possible so as to determine the staffing required for efficient accomplishment of workload.

3. Representatives of this Office will be available to participate with members of your Staff in order to complete the study within a minimum amount of time.

FOR THE DIRECTOR OF LOGISTICS:


Chief, Administrative Staff, OL

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OL/AS/JDD:mel (25 Mar. 55)

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